AUDITING PROCEDURES REPORT

Issued under P.A. 2 of 1968, as amended.

Local Government Type City Township Village	e X Other	Local Government Name Decatur-Hamilton Quick Response Unit		County Van Buren
Audit Date	Opinion Date		Date Accountant Report Submitted to Sate:	
June 30, 2006	Octobe	er 3, 2006	December 6, 2006	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the <i>Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan</i> by the Michigan Department of Treasury.					
We affirm that:					
1. We have complied with the Bulletin for the Audits of Local Units of Go	vernme	nt in Michiga	n as revised.		
2. We are certified public accountants registered to practice in Michigan.					
We further affirm the following. "Yes" responses have been disclosed in in the report of comments and recommendations	the fina	incial statem	ents, including	the notes, or	
You must check the applicable boxes for each item below.					
yes X no 1. Certain component units/funds/agencies of the local unit a	are excl	uded from the	e financial stat	ements.	
yes X no 2. There are accumulated deficits in one or more of this unearnings (P.A. 275 of 1980).	nit's un	reserved fur	nd balances/ref	ained	
yes X no 3. There are instances of non-compliance with the Uniform A 1968, as amended).	Account	ing and Budg	geting Act (P.A	. 2 of	
yes X no 4. The local unit has violated the conditions of either an order or its requirements, or an order issued under the Emerg			•	ce Act	
yes X no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL: 129/91], or P.A. 55 of 1982, as amended [MCL 38.1132]).					
yes X no 6. The local unit has been delinquent in distributing tax reverunit.	nues tha	at were colled	cted for anothe	r taxing	
yes X no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).					
yes X no 8. The local unit uses credit cards and has not adopted an a 1995 (MCL 129.241).	pplicabl	e policy as re	equired by P.A	. 266 of	
yes X no 9. The local unit has not adopted an investment policy as red	quired b	y P.A. 196 o	f 1997 (MCL 1	29.95).	
We have enclosed the following:		Enclosed	To Be Forwarded	Not Required	
The letter of comments and recommendations.				X	
Reports on individual federal financial assistance programs (program audi	ts).			X	
Single Audit Reports (ASLGU).				X	
Certified Public Accountant (Firm Name) Yeo & Yeo, P.C. CPAs					
Street Address 710 E. Milham Ave	City	lamazoo	State MI	ZIP 49002	
Accountant Signature Carol A. Buht	, ita		1411	10002	

Single Audit Reports (ASLGU).			X
Certified Public Accountant (Firm Name) Yeo & Yeo, P.C. CPAs			
Street Address 710 E. Milham Ave	City Kalamazoo	State MI	ZIP 49002
Accountant Signature Carol a Right	•		

Decatur-Hamilton Quick Response Unit Van Buren County

Annual Financial Statements and Auditors' Report

June 30, 2006



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Decatur-Hamilton Quick Response Unit List of Elected and Appointed Officials June 30, 2006

Board Members

Carl Wickett Chairman

Carl Druskovich Vice Chairman

Jason Jones Secretary

James Creagan Treasurer

Terry Newell Member

Daniel McKeeby Member

Joe Parish Member







Independent Auditors' Report

Members of the Board Decatur-Hamilton Quick Response Unit

We have audited the accompanying financial statements of the governmental activities, and general fund, of the Decatur-Hamilton Quick Response Unit as of and for the year ended June 30, 2006, which collectively comprise the Unit's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Unit's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

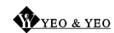
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and general fund of Decatur-Hamilton Quick Response Unit as of June 30, 2006 and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information identified in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

October 3, 2006

Kalamazoo, Michigan

Yeo & Yeo, P.C.



The management of the Decatur-Hamilton Quick Response Unit (the Unit) provides a narrative overview of the Unit's financial activities for the fiscal year that ended on June 30, 2006. Please read it in conjunction with the Unit's financial statements.

FINANCIAL HIGHLIGHTS

- The Unit's total net assets increased by \$2,849 as a result of this year's activities.
- Of the \$184,883 total net assets reported, \$74,079 is unrestricted, or available to be used at the Unit's discretion.
- The General Fund's fund balance at the end of the fiscal year was \$74,079, which represents 38 percent of the actual total General Fund expenditures for the current fiscal year.

Overview of the financial statements

The Unit's basic financial statements are comprised of three parts: management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the Unit:

- The statement of net assets and the statement of activities are government-wide financial statements that provide both long-term and short-term information about the Unit's overall financial status.
- The governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balance are fund financial statements that tell how general government services, like public safety, were financed in the short-term as well as what remains for future spending.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

Government-wide financial statements

The government-wide financial statements report information about the Unit as a whole using accounting methods similar to those used by private-sector companies. The statement of net assets includes all of the Unit's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities, regardless of when cash is received or paid.

The two government-wide statements report the Unit's net assets and how they have changed. Net assets (the difference between the Unit's assets and liabilities) is one way to measure the Unit's financial health or position.

- Over time, increases or decreases in the Unit's net assets are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Unit, consideration must be given to additional non-financial factors such as changes in the Unit's intergovernmental support and the condition of the Unit's capital assets.

The government-wide financial statements are shown in a single category, since the Unit provides one basic governmental service – emergency response.

Fund financial statements

The fund financial statements provide more detailed information about the Unit's sole fund – not the Unit as a whole. Funds are accounting devices that the Unit uses to keep track of specific sources of funding and spending for particular purposes.

The Unit has one fund, which focuses on (1) how cash, and other financial assets that can be readily converted to cash, flow in and out and, (2) the balances left at yearend that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Unit's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is provided at the bottom of the governmental funds statements that explain the relationship between them.

FINANCIAL ANALYSIS OF THE DEPARTMENT AS A WHOLE

Net Assets. Total net assets at the end of the fiscal year were \$184,883, an increase of 1.5 percent compared to the prior year. Of this total, \$110,804 is invested in capital assets. Consequently, unrestricted net assets were \$74,079, or 40 percent of the total.

	<u>2006</u>		<u>2005</u>	
Assets				
Current assets	\$	74,696	\$	88,987
Capital assets		110,804		121,859
Total assets		185,500		210,846
Current liabilities		617		28,812
Net assets				
Invested in capital assets; net of related debt		110,804		93,047
Unrestricted		74,079		88,987
Total net assets	\$	184,883	\$	182,034

Changes in net assets. The Unit's total revenues are \$57,516. Over 89 percent of the Unit's revenues come from intergovernmental support.

Condensed financial information Changes in Net Assets

	June 30,			
		2006		<u>2005</u>
Program revenues				
Intergovernmental support	\$	51,701	\$	48,721
Other		5,81 <u>5</u>		15,810
Total program revenues		57,516		64,531
Expenses				
Health and welfare - ambulance operations		54,622		50,844
Interest on debt		45		1,226
Total expenses		54,667		52,070
Increase in net assets	\$	2,849	\$	12,461

Governmental activities

Governmental activities increased the Unit's net assets by \$2,849. Key factors for this increase are as follows:

• Intergovernmental support continues to outstrip operating costs. There has not been a significant increase in demand for services, and operating costs have been stable.

FINANCIAL ANALYSIS OF THE UNIT'S FUND

Governmental fund

As of the end of the current fiscal year, the Unit's sole governmental fund reported a fund balance of \$74,079, an decrease of \$14,908, in comparison with the prior year.

The entire fund balance at yearend is available for spending at the Unit's discretion.

General fund budgetary highlights

There were no budget amendments during 2006. Actual revenues were approximately \$9,200 higher than their budgeted amounts and there were no significant variances between the budgeted and actual expenditures.

The General Fund is the chief operating fund of the Unit. At the end of the fiscal year, unreserved fund balance was \$74,079, which represents 98 percent of the actual total General Fund expenditures for the current fiscal year.

Capital assets and debt administration

Capital assets - The Unit's investment in capital assets for its governmental activities as of June 30, 2006, amounts to \$110,804 (net of accumulated depreciation). This investment includes various assets including vehicles, emergency response equipment, and building. The decrease in the Unit's net investment in capital assets for the current fiscal year was \$11,055.

Capital asset events during the current fiscal year included the acquisition of resuscitation equipment in the amount of \$14,800.

More detailed information about the Unit's capital assets is presented in Note 4 of the notes to the basic financial statements.

Debt administration – At the end of the fiscal year the Unit had no outstanding notes.

Decreases in long-term debt were the result of repayment of principal in the amount of \$28,812.

More detailed information about the Unit's long-term debt is presented in Note 5 of the notes to the basic financial statements.

Economic condition and outlook

The Unit's Operating Fund budget for the next year projects no increase in spending. A stagnant economy and no substantial revenue increase require that the Unit maintain conservative expenditure trends.

Contacting the Department's financial management

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Unit's finances and to demonstrate the Unit's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Jim Creagan, Treasurer Decatur-Hamilton Quick Response Unit 124 Phelps Street P.O. Box 5 Decatur, MI 49045

Telephone: 269.423.7014

Decatur-Hamilton Quick Response Unit Statement of Net Assets June 30, 2006

	Primary Government Governmental Activities
Assets	Ф 70.000
Cash	\$ 72,992
Taxes receivable	1,704
Capital assets not being depreciated	2,500
Capital assets - net of accumulated depreciation	108,304
Total assets	185,500
Liabilities	
Accounts payable	617
Net assets	
Invested in capital assets, net of related debt	110,804
Unrestricted	74,079
Total net assets	\$ 184,883



Statement of Activities

For the Year Ended June 30, 2006

					et (Expense) Revenue Changes in Net Assets
			Expenses		Governmental Activities
Functions/Programs Governmental activities Health and welfare - ambulance operations		\$	54,622	¢	(54,622)
Interest on long-term debt		Ψ	45	Ψ	(45)
Total governmental activities		\$	54,667		(54,667)
	General revenues Intergovernmental support Unrestricted investment ear Miscellaneous	nings			51,701 212 5,603
	Total general revenues				57,516
	Change in net assets				2,849
	Net assets - beginning of year				182,034
	Net assets - end of year			\$	184,883



Governmental Funds Balance Sheet June 30, 2006

		General	
Assets Cash Taxes Receivable	\$	72,992 1,704	
Total assets	<u>\$</u>	74,696	
Liabilities Accounts payable	\$	617	
Fund Balance			
Total fund balance		74,079	
Total liabilities and fund balance	\$	74,696	



Governmental Funds

Reconciliation Fund Balances of Governmental Funds to Net Assets of Governmental Activities June 30, 2006

Total fund balances for governmental funds	\$ 74,079
Total net assets for governmental activities in the statement of net assets is different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	 110,804
Net assets of governmental activities	\$ 184,883

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances For the Year Ended June 30, 2006

Revenues	General
Intergovernmental support Decatur Township Hamilton Township	\$ 32,122 19,579 51,701
Other	5,815
Total revenues	57,516
Expenditures Health and welfare - ambulance operations Capital outlay Debt service Principal Interest Total expenditures	28,764 14,803 28,812 45 72,424
Net change in fund balance	(14,908)
Fund balance - beginning of year	88,987
Fund balance - end of year	\$ 74,079

Governmental Funds

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the Year Ended June 30, 2006

Net change in fund balances - Total governmental funds	\$	(14,908)
Total change in net assets reported for governmental activities in the statement of activities is different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Depreciation expense Capital outlay		(25,858) 14,803
Notes payable are reported as financing sources in the governmental funds and thus contribute to the change in fund balance. In the statement of net assets, however, issuing debt increases long-term liabilities and does not affect the statement of activities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability in the statement of net assets.		
Repayments of long-term debt		28,812
Change in net assets of governmental activities	<u>\$</u>	2,849



Notes to Financial Statements June 30, 2006

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Decatur-Hamilton Quick Response Unit (the Unit) conform to United States generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant policies:

Reporting entity

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, these financial statements present the Unit. The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. The Unit has determined that no other outside agency meets the above criteria and, therefore, no other agency has been included as a blended or discretely-presented component unit in the Unit's financial statements. Also, the Unit is not a component unit of any other entity.

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all activities of the Unit. Currently, all activities of the Unit are classified as governmental activities, primarily supported by intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from

goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Intergovernmental support and other items not properly included among program revenues are reported instead as *general revenues*.

Financial statements are provided for the sole governmental fund as separate columns in the basic financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources, measurement focus, and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Intergovernmental revenues are recognized in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources, measurement focus, and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.



Notes to Financial Statements June 30, 2006

State grants, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the government.

The Unit reports a single major governmental fund, the General Fund, which accounts for all financial resources of the Unit.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, and 2) operating grants and contributions. Internally dedicated resources are reported as *general revenue* rather than as program revenue. Likewise, general revenue includes all intergovernmental support.

Assets, liabilities, and net assets or equity

Bank Deposits – cash consists of demand deposits and savings accounts.

Capital Assets – capital assets, which consist of vehicles, emergency response equipment and building, are reported in the government-wide financial statements. Capital assets are defined by the Unit as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

Building and improvements 40 years Vehicles 15 to 20 years Emergency response equipment 5 to 15 years

Fund Equity – In the fund financial statements, the General Fund reports reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

NOTE 2 - STEWARDSHIP, COMPLIANCE, ACCOUNTABILITY

Budgetary information

An annual budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General Fund. The budget document presents information by function and line items. The legal level of budgetary control adopted by the governing body is the line item level. Amounts encumbered for purchase orders, contracts, etc. are not tracked during the year. Budget appropriations are considered to be spent once the goods are delivered or the services rendered.



Notes to Financial Statements June 30, 2006

NOTE 3 - DEPOSITS AND INVESTMENTS

At yearend the Unit's deposits and investments were reported in the basic financial statements in the following categories:

Cash and Cash Equivalents

Governmental activities

\$ 72,992

The breakdown between deposits and investments is as follows:

Bank deposits (checking and savings accounts, certificates of deposit)

\$ 72,992

Interest rate risk — The government does not have a formal investment policy to manage its exposure to fair value losses from changes in interest rates.

Credit risk – State statutes and the government's investment policy authorize the government to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The Unit is allowed to invest in bonds, securities and other obligations of the United States, or any agency or instrumentality of the United States. United States government or federal agency obligations; repurchase agreements; bankers acceptance of United States Banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or any of its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

Concentration of credit risk – The Unit has no policy that would limit the amount that may be issued in any one issuer.

Custodial risk – deposits – In the case of deposits, this is the risk that in the event of bank failure, the Unit's deposits may not be returned to it. The Unit does not have a policy for custodial credit risk. As of yearend, none of the Unit's bank balances of \$75,057 was exposed to custodial credit risk because it was uninsured and uncollateralized.

NOTE 4 - CAPITAL ASSETS

Capital assets activity of the primary government for the current year was as follows:

	Beginning Balance	Increases	Decreases	Ending <u>Balance</u>			
Capital assets being depreciate							
Building	\$ 22,500	\$ -	\$ -	\$ 22,500			
Vehicles	95,668	-	-	95,668			
Emergency response equipment	58,364	14,803		73,167			
Total capital assets being							
depreciated	176,532	14,803		191,335			
Less accumulated depreciation for:							
Building	4,829	562	-	5,391			
Vehicles	28,706	19,134	-	47,840			
Emergency response equipment	23,638	6,162	_	29,800			
Total accumulated							
depreciation	57,173	25,858		83,031			
Capital assets being							
depreciated, net	119,359	(11,055)	-	108,304			
Capital assets not being depreciated - land	2,500			2,500			
Net capital assets	\$ 121,859	<u>\$ (11,055)</u>	<u>\$</u> _	\$ 110,804			



Notes to Financial Statements June 30, 2006

NOTE 5 - LONG-TERM DEBT

The Unit's sole debt issue was the 2004 \$48,691 3.5% equipment acquisition note payable, bank. The Unit paid the entire balance due in July, 2005.

A summary of debt activity during the year ended June 30, 2006 is as follows:

Balance, beginning of year	\$ 28,812
Debt issued	-
Repayments	 (28,812)
Balance, end of year	\$ -

NOTE 6 - RISK MANAGEMENT

The Unit is exposed to various risks of loss due to general liability, property and casualty, and workers' compensation potential claims. The risks of loss arising from general liability up to \$1,000,000 aggregate, building contents and property damage, and workers' compensation coverage are managed through purchased commercial insurance. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three years.



Required Supplemental Information Budgetary Comparison Schedule General Fund

For the Year Ended June 30, 2006

Revenues	Budgeted Amounts Original Final			Actual Over (Under) Final Budget	
Intergovernmental support					
Decatur Township Hamilton Township	\$ 26,000 17,000	\$ 26,000 17,000	\$ 32,122 19,579	\$ 6,122 2,579	
Total intergovernmental support	43,000	43,000	51,701	8,701	
Interest income	300	300	212	(88)	
Other revenue	5,000	5,000	5,603	603	
Total revenues	48,300	48,300	57,516	9,216	
Expenditures Health and welfare - ambulance operations Materials and services Utilities Insurance Audit	15,000 4,000 5,000 1,950	15,000 4,000 5,000 1,950	18,001 4,334 3,387 1,950	3,001 334 (1,613)	
Repairs and maintenance	1,000	.,000	1,000		
Building Vehicle Fuel	1,600 500 600	1,600 500 600	428 664	(1,600) (72) <u>64</u>	
Total health and welfare	28,650	28,650	28,764	114	
Capital outlay Debt service Principal Interest	17,693 28,812 <u>45</u>	17,693 28,812 45	14,803 28,812 45	(2,890) - -	
Total expenditures	75,200	75,200	72,424	(2,776)	

Required Supplemental Information Budgetary Comparison Schedule General Fund

For the Year Ended June 30, 2006

	Budgeted Amounts				Actual Over (Under)		
	Original	_	Final		Actual		nal Budget
Change in fund balance	\$ (26,900) \$	(26,900)	\$	(14,908)	\$	11,992
Fund balance - beginning of year	88,987	<i>,</i> - –	88,987		88,987		
Fund balance - end of year	\$ 62,087	<u> \$ </u>	62,087	\$	74,079	\$	11,992

